

École Margaret Jenkins School PAC General Minutes

Date: Monday October 27th at 7pm Via Zoom

In attendance: James Hanson, Principal; Cheryl Rolston, Vice Principal; Stephie Hellard, Chair; Matt Jackson, Treasurer; Megan Harvey, Member at Large; Sarah Taylor, Parent; Jasmine Noble, Parent; Katherine McCormack, Parent; Rosie Burn, parent and Countdown to Kindness lead; Hani, parent.

1) Welcome - Stephie Hellard

- Land acknowledgment made
- Quorum declared
- Introductions made

2) Approval of Agenda - Stephie Hellard

- approved

3) Approval of Minutes - September Meeting - Stephie Hellard

- approved

4) Approval new Member at Large: Sarah Taylor - Stephie Hellard

- Sarah was voted in.

5) Update on Previous / Current Events - Stephie Hellard

- Origami Club
 - Up and running - the teachers running the club are very grateful for the 3000 papers
- Fall Dance
 - \$730 in donations were made with about \$600 in profits.
- Community Values - Coupon Book
 - The books have been sent home
 - 1800 in profits made so far with the due date not til next week.
 - Great return for very minimal work.
- Grade 5 Fundraisers (hoodies) / Initiatives
 - Volunteer sign up sheets are almost full which is a great result.
 - Sarah will take charge of the grade 5 events.
 - Hoodie supplier is going to run the selling via their own website
 - A grade 5 parent named Laura will be the lead for the hoodies.
 - Should be in place to order for next week.
- WAT Funds (curtains, rainbow balls, basketball hoops, sensory equipment, art supplies)
 - We gave \$1000 for the art supplies
 - Barb has found suitable fabric for the curtains and will give a new quote soon. She will ask teachers if they are ok with forest green as the colour.
 - Rainbow balls: we will give Jess the money to buy them. Jess will tell us the amount.

- Basketball hoops: Ms Doll has some input. Add to November meeting.
- Sensory equipment: James has a list of things they usually buy and he will share this with us.
- Additional hot lunch dates
 - 20 Nov and 15 Dec are the additional dates. We'll see if enough parents sign up to make it happen.
- Give Back Campaign: Countdown to Kindness - Rosie Burn
 - From 1 Nov to 21 December. Items are loaded into boxes by families in their own home each day. The family then drops them off to Rosie's address and they are sorted and distributed by the Friendship Centre.
 - Cheryl suggested that teachers could run this as a class. Rosie doesn't want to infringe upon the school's Mustard Seed campaign.
 - Last year 37 boxes were collected. That took 2 vehicles worth to drive to the Friendship Centre. Anything above 45 boxes is likely to need a third volunteer driver and car.
- Lego Robotics - Matthew Jackson
 - Matt is working on getting in touch with Ms Maddern regarding what she has going already.

6) Treasurer Update - Matthew Jackson

- Please see below slides for treasurer update.
 - Cheryl will make up a list of what's needed for the Indigenous Learning room and try to price it.
 - We'll try to vote on expenditure for a magic show.

7) Principle & Vice Principle Update - James Hansen & Cheryl Rolston

- James
 - School Goals
 - Students are thriving
 - Teachers are collaboration
 - We are stewards of the environment and connected to the nature around us
 - Literacy goal
 - The school is working on a literacy goal at the request of the district. That will come up later this year.
 - Budget for tech
 - District will not allow us to buy tech so that tech is evenly distributed across the district. Hopefully some more money is coming from district for tech.
 - Police Liaison update:
 - The new safety plan has assigned Gord McGee as our liaison officer.
 - His email is available for us. We could invite him to our Walk and Wheel to School week.
- Cheryl

- Cross Country is done for this year. There were many kids involved and they had lots of adult help.
 - Cross Country will be offered again in Spring before track begins.
 - Next year, Stephie will get the sign up for the Thrifty Foods fun run School Team going.
- A plan for a mural is underway for the Indigenous Learning Room
- Many classes are using the garden boxes for winter gardening.

8) December Event / Booking - Stephie Hellard

- The gym is booked for Friday 12 December for any event that we might like to have, but Stephie is unavailable to run anything.
- Liz might want to use it as a fundraiser for ceramics
- If anyone wants to run something and use the booking please let Stephie know.

9) Literacy Book Request - Stephie Hellard

- Primary teachers would like some phonics books that they do not get funding for elsewhere. They are for the take-home books for kids.
- James would like to redirect this request to be on the main wish list for funding requests so he will make that happen.

10) Date of next meeting - Monday November 24th

11) Agenda items to discuss at next general meeting

- Outdoor Learning project
- Basketball hoops

12) Adjournment

Treasurer's Report:

Hot Lunches

- Budget: Monthly Hot Lunches program: Est. profit ~ \$9,500 vs. 2024-25 Actuals of ~\$10,750
- October Hot Lunch – \$4,063 revenue, \$1,441 profit
- Some menu items have increased in price, so that might adversely affect margins
- PAC is experimenting with biweekly Hot Lunches, so that should increase revenues

Other Revenues

- Confirmed Gaming Grant Funds: Received \$9,220 on Oct 3rd
- Fall Dance: \$1,831 revenue; ~\$638 profit
- Coupon Books Fundraiser: \$5,320 Revenue (155 books sold)
Estimate ~\$1,860 profit

2025 WAT Funds

- Available Funds: \$22,648 from last year's WAT
- Spent (to date):
 - Buttons & Origami paper: \$657.93
- Items to be funded:
 - Stage Curtains: ~\$6,500
 - Basketball Rims: ~\$3,000
 - Art Supplies: \$1,000
- Possible expenditures: Sensory equipment, Indigenous Learning Room, Magic Show, Rainbow Balls

Summary/For Discussion

- PAC currently has \$92,328 invested in two GICs with TD bank
- A decision about withdrawal of funds will depend on timeline for the Outdoor Learning Centre (OLC) and available funding
- Decision about what to spend ~\$3,500 of Gaming Grant money previously allocated to Chess is pending
- Options include finding another Chess teacher, Lego robotics, etc.
- PAC is open to suggestions